



# JEFFERSON COUNTY COUNTY ADMINISTRATOR

311 S. Center Avenue, Jefferson WI 53549  
Website: jeffersoncountywi.gov

**BEN WEHMEIER**  
County Administrator

**TAMMIE JAEGER**  
Administrative Secretary

**"Jefferson County: Responsible government  
advancing quality of life"**

\*\*\*REVISED 02-23-2016

## MEMORANDUM

**TO:** Editors

**FROM:** Ben Wehmeier, County Administrator

**DATE:** February 18 2016

**SUBJECT:** JEFFERSON COUNTY Meetings – Week of February 22, 2016

<b>February 22, 2016 Monday</b>	<b>*Board of Canvassers (Agenda added)</b>  Planning and Zoning Committee	<b>8:30 a.m.</b>  8:30 a.m.	<b>Jefferson County Courthouse Rm 109</b>  Jefferson County Courthouse Rm 203
<b>February 23, 2016 Tuesday</b>	<b>*Board of Canvassers (If needed)</b>  Library Board	<b>8:30 a.m.</b>  6:00 p.m.	<b>Jefferson County Courthouse Rm 109</b>  Johnson Creek Public Library 125 Lincoln Street, Johnson creek
<b>February 24, 2016 Wednesday</b>	<b>**Administration and Rules Committee (Agenda Revised)</b>  Criminal Justice Collaborating Council (CJCC)	<b>8:30 a.m.</b>  12:00 p.m.	<b>Jefferson County Courthouse Rm 112</b>  Jefferson County Courthouse Rm 202
<b>February 25, 2016 Thursday</b>	<b>***Economic Development Consortium (Agenda Revised)</b>	<b>8:30 a.m.</b>	<b>UW Extension 864 Collins, Rm 111, Jefferson</b>
<b>February 26, 2016 Friday</b>	Law Enforcement and Emergency Management Committee	8:30 a.m.	Jefferson County Courthouse Rm 112
<b>February 27, 2016 Saturday</b>	No Scheduled County Meetings		
<b>February 28, 2016 Sunday</b>	No Scheduled County Meetings		

# ***JEFFERSON COUNTY CLERK***

***BARBARA A. FRANK***

**311 S. CENTER AVENUE, ROOM 109**

***JEFFERSON WI 53549-1799***

***920-674-7144***

***Fax: 920-674-7368***

***E-mail: [barbf@jeffersoncountywi.gov](mailto:barbf@jeffersoncountywi.gov)***

Date: February 19, 2016

To: Jefferson County Board of Canvass  
Barbara A. Frank  
Marsha Bare  
Marge Ashburn

From: Barbara A. Frank

Re: BOARD OF CANVASS MEETING  
MONDAY, FEBRUARY 22, 2016 @ 8:30 A.M.

The following business will be before the Board for initiation, discussion, deliberation and possible formal action, subject to rules of the board that may be inspected at the office of the County Clerk. The agenda will be as follows:

1. Call to Order
2. Affidavit of Posting
3. Conduct County Canvass from the Returns of the Spring Primary Election Held on February 16, 2016; discuss any irregularities in voting procedure
4. Discuss Possible Date(s), Rules, and Procedure for Potential Recount of County Board Supervisor District 10
5. Determine Method of Counting Ballots for Potential Recount of County Board Supervisor District 22
6. Perform Draw by Lot for ballot position for April 6, 2016 District #10 candidates
7. Adjourn

If a Board of Canvass member is unable to attend, please contact the County Clerk's office at (920)674-8630.

**AGENDA**  
**JEFFERSON COUNTY PLANNING AND ZONING COMMITTEE**  
**DECISION MEETING**

*Steve Nass, Chair; Greg David, Vice-Chair; Don Reese, Secretary; Amy Rinard; George Jaeckel*

**ROOM 203, COUNTY COURTHOUSE**  
**311 S. CENTER AVE., JEFFERSON, WI 53549**  
**8:30 A.M. ON MONDAY, FEBRUARY 22, 2016**

- 1. Call to Order**
- 2. Roll Call (Establish a Quorum)**
- 3. Certification of Compliance with the Open Meetings Law**
- 4. Approval of the Agenda**
- 5. Public Comment (Not to exceed 15 minutes and not to include petitions slated for decision-members of the public who wish to address the Committee on specific agenda items must register their request at this time)**
- 6. Approval of Revised Minutes from January 21, 2016**
- 7. Approval of January 26, February 15 and February 18 Committee Minutes**
- 8. Communications**
- 9. Discussion and Possible Action on County Board Adoption of the Updated Land Information Plan**
- 10. January Monthly Financial Report for Land Information Office – Andy Erdman**
- 11. February Monthly Financial Report for Zoning – Rob Klotz**
- 12. Discussion and Possible Action on Modification of Permit CU1438-06 for WD Hoard & Sons/Hoard's Dairyman Farm to Reflect Changes Required to Maintain Compliance with the Siting Standards ATCP51 Regarding the Manure Storage Structural Repair Plan**
- 13. Discussion on Mini-Pigs being designated as Household Pets**
- 14. Discussion and Possible Action on Petitions Presented in Public Hearing on February 18:**  
R3865A-16 – G5CHS LLC to create a 4-ac farm consolidation lot at N7430 North Shore Rd, Town of Waterloo  
R3866A-16 – G5CHS LLC to create building site of 1.5 ac, 1.4 ac and 1 ac along North Shore Rd in the Town of Waterloo  
R3867A-16 – Danny & Bridget Nelson/John & Sally Mason Property to modify the A-3 zone previously approved by R3046A-05 along County Road H in the Town of Palmyra  
CU1865-16 – Mark D Nicholson/Betty Klopac Trust Property for an extensive on-site storage structure in an R-1 zone at W1315 South Shore Drive in the Town of Palmyra  
CU1866-16 – Frederick & Jennifer Plautz Trust to allow a duplex in an A-3 zone at W3315 Ranch Rd, Town of Farmington  
CU1867-16 – Frank & Rebecca Smale to allow multiple dwelling unit structures in an R-1 zone at W1251 North Blue Spring Lake Dr in the Town of Palmyra  
R3868T-16 – Repeal and Recreate Sec. 11.10 of the Jefferson County Zoning Ordinance/Shoreland Ordinance
- 15. Discussion on Door County Recommendation as to Legislation that Impacts Planning, Zoning, and Land Use Laws**
- 16. Possible Future Agenda Items**

**17. Upcoming Meeting Dates**

**18. Adjourn**

**If you have questions regarding the petitions, please contact the Zoning Department at 920-674-7131. Petition files referenced on this agenda may be viewed in Courthouse Room 201 between the hours of 8:00 a.m. and 4:30 p.m., Monday through Friday, excluding holidays. Materials covering other agenda items can be found at [www.jeffersoncountywi.gov](http://www.jeffersoncountywi.gov).**

*A quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.*

**Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator at 920-674-7101 at least 24 hours prior to the meeting so that appropriate arrangements can be made.**

*A digital recording of the meeting will be available in the Zoning Department upon request.*

# Jefferson County Library Service

% Dwight Foster Public Library  
Mailing Address: 209 Merchants Avenue  
Fort Atkinson, WI 53538  
920.563.7790

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## Jefferson County Library Board Meeting

Location:  
**Johnson Creek Public Library**  
**125 Lincoln St**  
**Johnson Creek, WI 53038**  
**Tuesday, February 23, 2016**  
**6:00 p.m.**

## Agenda

1. Call to Order and Introductions – Welcome Nancy Lust
2. Approval of Minutes of the November 11, 2015 Meeting
3. Comments from the Public
4. Correspondence
5. Old Business
  - A. Approval of Jefferson County Library Board Job Description and Guidelines for the County Library Service - **Action**
6. New Business
  - A. Selection of 2016 County Resource Library - **Action**
  - B. Consideration of 2015 Jefferson County Library Service State Annual Report – **Action**
  - C. Library System Representative Update – Dwayne Morris
7. Election of Officers for 2016 - **Action**
8. Reports from County Libraries
9. Future Meeting Dates
10. Other
11. Adjournment

*If you have special needs or circumstances which may make communication or accessibility difficult at the meeting, please call (920) 563-7790 at least five (5) days prior to the meeting date. Accommodations will, to the fullest extent possible, be made available on request by a person with a disability.*

## **AGENDA**

**\*REVISED 02-22-2016**

### **Administration & Rules Committee**

**Jefferson County Courthouse  
311 S. Center Avenue  
Jefferson, WI 53549**

Wednesday, February 24, 2016, Room 112, 8:30 a.m.

#### **Committee Members**

James Braughler, Vice Chair; Jennifer Hanneman; Steve Nass, Secretary; Amy Rinard, Chair; Jim Schroeder

1. Call to Order
2. Roll Call
3. Certification of Compliance with Open Meetings Law
4. Review of Agenda
5. Public Comment (Members of the public who wish to address the committee on specific agenda items must register at this time)
6. Approval of the January 27, 2016 Committee meeting minutes
7. Approval of the February 9, 2016 County Board meeting minutes
8. Communications
9. Discussion and possible action on bids for County's official newspaper
10. Discussion and possible action to dissolve the Sustainability Task Force and reassign duties to the Infrastructure Committee
11. Discussion and possible action to incorporate the Farmland Conservation Easement Commission with Land & Water Conservation Committee
12. Discussion and possible action on additional amendments to the Board Rules for 2016-2018
13. **\*Discussion and possible action on enacting a social media policy**
14. Discussion and possible action on Resolution "In Support of the Wisconsin Department of Health Services Enhancing the Quality of the Medicaid Non-Emergency Medical Transportation system" referred to the Human Services Board
15. Discussion and possible action on Resolution "Opposing any Legislation Expanding the Subpoena Process" referred to the District Attorney's office
16. Discussion and possible action on resolutions, letters or reports from other governmental agencies
  - a. Door County Resolution "Recommendations as to Legislation that Impacts Planning, Zoning and Land Use Laws"
  - b. Outagamie County Resolution "Oppose any legislation which would allow a dairy farmer to sell unpasteurized (raw) milk and raw milk products"
17. Discussion and possible action on Task Force assignments – County Board Committee and work flow process
18. County Administrator's monthly report
19. Tentative Future Meeting and Agenda Items (March 30, 2016)  
All meetings in Room 112 at 8:30 a.m. unless noted
20. Adjourn

A quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.

## AGENDA

### JEFFERSON COUNTY CRIMINAL JUSTICE COLLABORATING COUNCIL (CJCC)

Jefferson County Courthouse – **Room #202**

311 S. Center Avenue

Jefferson, WI 53549

#### *Committee Members*

*Randy Koschnick*  
*Circuit Court Judge*

*Jim Schroeder*  
*County Board Chair*

*Susan Happ*  
*District Attorney*

*Paul Milbrath*  
*County Sheriff*

*Carla Robinson*  
*Clerk of Courts*

*John David*  
*Mayor – City of Watertown*

*Jeffrey De La Rosa*  
*Public Defender's Office*

*Martin Lastrilla*  
*Department of Corrections*

*Ben Wehmeier*  
*County Administrator*

*Kathi Cauley*  
*Human Services Director*

*J. Blair Ward*  
*Corporation Counsel*

*Lynn Forseth*  
*Literacy Council Executive Director*

*Denis Sorenson*  
*City of Waterloo Police Chief*

**Wednesday, February 24, 2016 at 12:00 noon**

1. Call to order.
2. Roll call.
3. Certification of compliance with the open meetings law.
4. Review and approve minutes from January 27, 2016 meeting.
5. Public comment.
6. Update on JCATC outcomes for 2014 and YTD 2015 to date (Sara Carpenter).
7. Update on SCRAM and Remote Breath (Sara Carpenter).
8. Update on data gathering on local criminal re-offenders, including criminogenic needs, possibly from jail and/or Probation & Parole
9. Coordination with Recidivism Council and other agencies.
10. Discussion on heroin/opiates.
11. Discussion and possible action on:
  - Discussion and Possible Action on JCATC Mission Statement
  - Discussion on Policy and Procedures Manual JCATC
  - Replacement for Jeff Zaspel
12. General discussion for long term objectives of the CJCC.
  - Out Brief from Treatment Courts Standards Training
  - Discussion and possible action on Treatment Courts Standard Training Action Plans
13. Agency updates.
14. Future meeting dates:

March 23, 2016	12:00 noon
April 27, 2016	12:00 noon
May 25, 2016	12:00 noon
15. Future agenda items.
16. Adjourn.

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**February 25th, 2016, 8:30 a.m.**  
864 Collins Road, Room 12, Jefferson, WI 53549

## **JCEDC BOARD AGENDA**

**\*REVISED 02-23-2016**

### **Board Members**

Chairman: John David – City of Watertown

Timothy Freitag – City of Jefferson, Linda Bagley-Korth – Cambridge, Steve Wilke – City of Lake Mills, Mark Johnsrud - Village of Johnson Creek, Mo Hansen – City of Waterloo, Pat Cannon – City of Whitewater, Matt Trebatoski – City of Fort Atkinson, Augie Tietz – County Supervisor, Jim Mode – County Supervisor, Glen Borland – County Supervisor

- I. Call to Order**
- II. Roll Call (Establish a quorum)**
- III. Certification of Compliance with Open Meeting Laws**
- IV. Approval of February 25, 2016 Agenda**
- V. Approval of Minutes – January, 2016 \*#**
- VI. Citizens' Comments. *Members of the Public who wish to address the JCEDC on specific agenda items must register their request at this time.***
- VII. Special Orders**
  - A. Presentation by Pat Schramm of Workforce Development Board of South Central Wisconsin on Area Workforce Trends**
  - B. Approval of Contract for Services to Develop an Economic Development Capital Campaign Feasibility Study \* #**
  - C. Update on JCEDC/WEDO Merger and Organizational Model #**
  - D. \*Discussion and possible action to authorize funding for costs associated with filing an application to create a 501(c)(3) organization for the purpose of promoting economic development in Jefferson County. \***
  - E. Discussion and Possible Action on JCEDC Voting Procedures \***
- VIII. Citizens' Comments**
- IX. New Business**
  - A. Future Agenda Items**
  - B. Upcoming Meetings/Seminars**
- X. Adjournment**

***\* Indicates a vote will be taken. # Indicates a document is enclosed.***

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# Office of the Sheriff – Jefferson County



411 S. Center Avenue  
Jefferson, Wisconsin 53549-1703

**Paul S. Milbrath, Sheriff**

**Jeffrey Parker, Chief Deputy**

Paul Wallace  
Administrative Captain



Jerry Haferman  
Patrol Captain



Duane Scott  
Jail Captain

## **AGENDA**

### **LAW ENFORCEMENT AND EMERGENCY MANAGEMENT COMMITTEE**

Jefferson County Courthouse, Room 112  
311 S. Center Ave.  
Jefferson, WI 53549

**Friday, February 26, 2016 @ 8:30 a.m.**

**DWAYNE MORRIS, CHAIR; AMY RINARD, VICE CHAIR; AL COUNSELL, SECRETARY; KIRK LUND; MICHAEL WINEKE**

1. Call to order
2. Roll call
3. Certification of compliance with open meetings law
4. Approval of the agenda
5. Public comment – Members of the public who wish to address the committee on specific agenda items must register their request at this time
6. Approval of the December 18, 2015 meeting minutes
7. Communications
8. Discuss use of county range facility by other law enforcement
9. Grants – Update of ongoing or new grants
10. Report from the Sheriff
11. Review monthly bills and financial items (December / January)
12. Report on the budget
13. Review monthly jail and patrol activity reports
14. Discuss / approve jail assessment fund items
15. Next meeting date is March 25, 2016
16. Adjourn

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Business 920.674.7310 ★ Patrol 920.674.7344 ★ Detectives 920.674.7360 ★ Civil Process 920.674.7339 ★ Jail 920.674.7336  
Toll Free: Jefferson County 1.800.675.7310